



CITY OF ATLANTA

Job Announcement

REVENUE AUDITOR, SENIOR

STARTING SALARY: \$58,796

SALARY GRADE: 30

Applications Accepted From: February 13, 2006 until February 24, 2006

Minimum Job Requirements*

Bachelor's degree in Accounting, Finance, MIS or related field; **and** five years of audit or accounting experience, with emphasis on revenue assurance, fraud audits, and billing; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and experiences for this job. Additional education may be substituted for experience, but more than the minimum experience cannot be substituted for a bachelor's degree.

Duties of the Job

This position provides revenue assurance for business license and taxes. It is responsible for performing revenue audits to ensure that billings and revenue from business license and taxes are accurate, as billed and/or self-reported, and are paid in a timely manner, as outlined by City and State legislation. Revenue audits will compare the criteria used to determine taxes/fees owed to the City of Atlanta: business revenues and gross receipts, numbers of employees, and any other criteria that determine the amount of taxes/fees that are owed to the City of Atlanta from businesses that operate within the City of Atlanta.

To Apply For This Position

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday

Apply at: Department of Human Resources, 68 Mitchell Street S.W., Suite 2120 Atlanta, GA 30303

Phone: (404) 330-6369 www.atlantaga.gov FAX: (404) 658-6157

Affirmative Action/Equal Opportunity Employer

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

THE HIRING AUTHORITY WILL CONTACT ONLY THOSE APPLICANTS WHO'S QUALIFICATIONS THEY DEEM MOST COMMENSURATE WITH THE POSITION WITHIN 30 DAYS OF THE EXPIRATION OF THIS BULLETIN. NO OTHER COMMUNICATION WILL BE SENT REGARDING THE STATUS OF YOUR APPLICATION.

***The examination for this position will consist of an evaluation of applicant training and experience. Any offer of employment is contingent upon the successful completion of a background investigation, verification of qualifications, drug screen and physical examination.**